

~~CONFIDENTIAL~~

Approved
24 M 5

Executive Officer/DD/S&T

Director of Logistics

Fiscal Year 1965 Programming

- REFERENCES: (a) Action Memorandum No. A-422 dated 23 September 1964
to the Deputy Directors from Executive Director-
Comptroller, same Subject
(b) Directorate of Science & Technology Contract Schedule
for FY 1965

1. The referenced instruction requests that action be taken to improve procurement management by phasing procurement actions to avoid the end-year buildup and uneven distribution of workload on the Office of Logistics that has been experienced in past years. To accomplish this, I am requesting Agency components concerned to provide us with planning data for the remainder of Fiscal Year 1965.

2. The referenced Contract Schedule submitted by DD/S&T Memorandum No. 2384-64, dated 2 September 1964, furnished a substantial amount of data which have been quite helpful in our Procurement Management Program. There were, however, a number of proposed procurement actions which did not have complete information. Undoubtedly, there may be changes and reprogramming in connection with the original information as furnished. Accordingly, I will appreciate your furnishing a revised or updated contract procurement schedule by the end of this month. I am sure that this will make it possible for us to serve your contracting requirements more efficiently and economically. Mr. [redacted], representing the Procurement Division, has already discussed this matter with some members of your Directorate and will be available as may be required in this program.

3. A continuing objective of procurement management is the need to increase the workload in the first two quarters of the fiscal year to achieve a more constant work flow. In further response to reference (a) above, I am urging all components to begin procurement planning for Fiscal Year 1966. While complete

OL 4 8318



25X1

Approved For Release 2002/07/10 : CIA-RDP78-04782A000200040007-9

Approved For Release 2002/07/10 : CIA-RDP78-04782A000200040007-9